

**PUBLIC ENTITY JOINT INSURANCE FUND
MEETING MINUTES**

March 20th, 2018

NIP Auditorium – 900 Route 9 North Woodbridge, NJ at 10:00am

MEETING OF THE PUBLIC ENTITY JOINT INSURANCE FUND CALLED TO ORDER AT 10:13AM.

OPEN PUBLIC MEETING ACT STATEMENT READ INTO RECORD

PLEDGE OF ALLEGIANCE

ROLL CALL OF FUND COMMISSIONERS

City of Passaic - ABSENT
Naiima Horlsey City of East Orange
City of Orange - ABSENT
City of Perth Amboy - ABSENT
Ron West - City of Plainfield
Bryan Russell – Borough of Roselle
William Broughton – Township of Teaneck
Jamie Cryan – Town of West New York

APPROVAL OF MINUTES OF February 27th, 2018 Meeting

MOTION: Commr. Cryan
SECOND: Commr. Horsley
ABSTAIN:

VOTE: ROLL CALL
City of Passaic - ABSENT
Naiima Horlsey City of East Orange
City of Orange - ABSENT
City of Perth Amboy - ABSENT
Ron West - City of Plainfield
Bryan Russell – Borough of Roselle
William Broughton – Township of Teaneck
Jamie Cryan – Town of West New York

ADOPTION OF RESOLUTIONS

Executive Director Hall asked that Resolutions 14-18 through 15-18 be approved collectively.

- Resolution 14-18 – Approving Certain Disbursements – \$302,754.57
- Resolution 15-18 – Approving Claims Payments - \$970,654.83

MOTION: Commr. Broughton

SECOND: Commr. Russell

City of Passaic - ABSENT
Naiima Horsley - City of East Orange
City of Orange - ABSENT
City of Perth Amboy - ABSENT
Ron West City of Plainfield
Bryan Russell – Borough of Roselle
William Broughton – Township of Teaneck
Jamie Cryan – Town of West New York

EXECUTIVE DIRECTOR REPORT – J. Hall (NIP Group)

- **2017 Year End Actuarial Report** – Mr. Hall reported that the Year-End Actuarial Report has been completed, with a significant improvement in the Fund’s net position.
- **Fast Track Report** – Mr. Hall also discussed the Fast Track reports for December 2017, January 2018 and February 2018. There were no questions from the Commissioners.
- **OPRA Requests** – Mr. Hall reminded members that OPRA requests pertaining to members’ claims should be forwarded to the Fund Administrator’s office for handling.

TREASURER’S REPORT – P. DeBlasio

- Mr. DeBlasio reported that monthly financial report and cash management account has been reviewed. He advised that the Fund has met all outstanding obligations and its financial position is secure. There were no questions.

UNDERWRITING REPORT – R. Smith (NIP Group)

- **Quasi Details** – Our updated list of all Quasi Municipal Entities will be forwarded to our excess partners shortly, if you have not already updated the worksheets we sent you, please do so as soon as possible.
- **Website Updates** – We are currently working on upgrades and enhancements to our member portal. Should anyone have any feedback or input to enhance the experience, please let us know.
- **BGIA Presentation: Coverage Enhancements** - Frank Kelly and Brian Erlandsen of BGIA made a brief presentation on the coverage enhancements we were able to achieve during the 2018 renewal cycle.
- **Domain Names:** Please provide all domain names being utilized by the municipalities. Once received, we will provide to Beazley for access to the Beazley Breach Response Tool.

SAFETY DIRECTOR – A. Ven Graitis (NIP Group) - PENDING

- **Presentation – New Jersey Division of Fire and Safety** – Fire Deployment Act (recent City of Paterson decision), Mutual-Aid Plans and CDL’s for Firefighters and Inter-State travel— New Jersey Division of Fire and Safety – Fire Deployment Act (recent City of Paterson decision), Mutual-Aid Plans and CDL’s for Firefighters and Inter-State travel- Tim Weiss was unable to attend the meeting due to a conflict but will present at the next fund meeting in April.
- **Kris Corbett, National Director of Occupational Health and Safety, Wellness Coaches USA** -Kris Corbett, National Director of Occupational Health and Safety, Wellness Coaches USA . Kris discussed services available from Wellness Coaches USA and the impact of having a live trainer assist employees with their wellness efforts. WCUSA is looking into ways to assist members with funding available services through their Health Plans, allowing a more effective means to pay for services. WCUSA will assist the PEJIF in the next wellness initiative being rolled out in April which will be discussed at the April Meeting.
- **SIP Announcements and Awards** -Congratulations to all Safety Incentive Program (SIP) award winners for 2017. The following members were granted Level A status: City of East Orange, City of Passaic, City of Perth Amboy, Borough of Roselle, Township of Teaneck, and Town of West New York and the following members were also granted Level B status based upon loss performance and meeting various criteria: Township of Teaneck and Town of West New York. Good luck to all members in 2018 in their safety and loss control efforts.
- **Active Threat Seminar Recap**-Active Threat Seminar Recap: The March 15, 2018, Active Threat Seminar was successfully held at the Township of Union Senior Center where over 100 police and fire professionals, with representatives from over 30 organizations. Ed Moore from the NJ Office of Homeland Security & Preparedness, Jonathan Parham, Retired Police Chief- Linden Police Department, Michael Bascom & Bill Rosen from the Neptune Township OEM & EMS, and Dr. John More from Response Law discussed best practices and strategies for municipalities in New Jersey to mitigate and prevent active threats based on recent events, first hand experiences and training on the subject.
- **Online Training Update** -On line training is available through Brit TEAM platform. Members only need to provide employee names, departments and email addresses to set up the training. It can be administered by PEJIF risk control or by administrators at the municipality. The training is ideal for supplemental training to accompany in person training, to ensure all employees are trained on a topic as training can be assigned to employees that missed in person training, and to provide critical refresher training when a concern is identified, such as frequent vehicle collisions, unprofessional acts, etc.

CLAIMS REPORT – C. Cyriax (NIP Group)

- **Key Performance Indicators for February 2018** - Conrad Cyriax and Robert Persico each provided reports on claims activity to the Commissioners. Conrad delivered the Monthly Report of key performance indicators of Claims Department activity for February.

MEMBER UPDATES - Each member gave an update on their respective Township/Borough/City since our last meeting.

NEW BUSINESS

OPEN FORUM

MOTION TO ADJOURN

Commissioner Fernandez made a motion to adjourn the meeting at 11:27am and Secretary Horsley-Fauntleroy seconded the motion. Motion carried unanimously.

Prepared by M. Delgado

Madeline Delgado

Ricardo Fernandez

ALSO, PRESENT:

Madeline Delgado – NIP
Robert Persico – NIP
Kris Corbett – Speaker
Amy Zeiders – InServCo
Patti Fahy – Acrisure
David Harris – CRC
George Crosby – BGIA
Gail White – Scrirocco
Larry Graham – Fairview
Brian Erlandsen – BGIA
Rob Smith – NIP
Conrad Cyriax – NIP
Kathleen Guze – D & H Alternative
Michael O’Connell – PQA
Patrick DeBlasio - Trasurer
Anthony Ven Graitis – NIP
Frank Kelly – BGIA
Karen Brown – Roselle